

Staff Summary Report



Council Meeting Date:

5/20/2010

Agenda Item Number: _____

SUBJECT: Request approval to award a five-year limited source contract to West, A Thomson Reuters Business (Westlaw), for a subscription service providing access to federal and state case law, statutes and citation checking as well as access to secondary materials and regulations to be used by the City Attorney's Office.

DOCUMENT NAME: 20100520fsta11 PURCHASES (1004-01)

COMMENTS: (Limited Source 10-153) Total cost of this contract will not exceed \$105,000 during the five-year contract period.

PREPARED BY: Tony Allen, Procurement Officer, 480-350-8548

REVIEWED BY: Michael Greene, CPM, Central Services Administrator, 480-350-8516
Andrew Ching, City Attorney, 480-350-8575
Judi Morgan, Deputy City Attorney, 480-350-8779

LEGAL REVIEW BY: Dave Park, Assistant City Attorney, 480-350-8907

DEPARTMENT REVIEW BY: Jerry Hart, CPA, Financial Services Manager, 480-350-8505

FISCAL NOTE: Sufficient funds have been appropriated in cost center 1710 (General Fund) for the anticipated expenditures in the current fiscal year.

RECOMMENDATION: Award the contract.

ADDITIONAL INFO: Background Information

The City Attorney's Office conducted a good faith review of available sources for a legal subscription service and determined that the nature of the service presented such limited competition that a competitive process could not reasonably be used. Section 26A-1 (b) (5) of the procurement ordinance specifically exempts subscriptions from the requirement for competitive bidding.

After reviewing the available sources, it was determined that Westlaw provides a comprehensive, cost effective, subscription with the broadest selection of available services and provided a fixed cost, five-year contract, for an unlimited number of users.

It is the recommendation of the City Attorney's Office to award a contract to Westlaw.